

RATING AND RANKING POINTS CALCULATION GUIDELINES

PROPOSED DEVELOPMENT NAME:		Total Development Cost (TDC):				Total Units in Proposed Development:		0
		Total Development Resources (TDR):				DOC/CSSD Units:		
		Capital Funding Required <i>Calculated by CHFA</i> :				Chronically Homeless Adult Units:		
Location: _____		Capital Funds Requested by Applicant:				DCF Young Adult Units:		
		Other Firm Public Funds Secured by Applicant:				All Other Units:		
		Firm Private Funds Secured by Applicant:						
		Owner's Equity Contribution:						
		Total Units in Development:		0.00				
		Total Service Enriched Units in Development:		0.00				
		Percentage of Units in Development that are Service Enriched:				#DIV/0!		

Category		Quality Criteria		Points Awarded	Points Guideline	Explanation of Points Calculation	Maximum Possible Points
A.	Readiness to Proceed						70
A. 1.	Technical Aspects - Plans, Specifications, Environmental	Applicant submits 90% or greater drawings, plans and specifications with application for funding / RFP response		0	15	Applicants that submit building plans and specifications in excess of the minimum requirements may be awarded points based on the level of completion, i.e., outline specifications and schematics, up to 8 points; ≥ 40% but < 90%, up to 12 points; or 90% or greater, up to 15 points. Additionally, Applicants may be awarded points based on the site conditions relative to environmental concerns. Applicants shall refer to the 2011 Standards of Design and Construction , Appendix D: CHFA Environmental/Hazardous Materials Review Guidelines, which may be found at found at <a href="http://www.chfa.org">www.chfa.org</a> or more specifically at <a href="http://www.chfa.org/content/Multifamily%20Document%20Library/2011Standand%20CIG%20_122010.pdf">http://www.chfa.org/content/Multifamily%20Document%20Library/2011Standand%20CIG%20_122010.pdf</a> .	40
		Applicant submits ≥ 40% but < 90% drawings, plans and specifications with application for funding / RFP response		0	12		
		Applicant submits schematics and outline specifications with application for funding / RFP response		0	8		
		Applicant submits evidence with its application / RFP response that is acceptable to CHFA that the proposed development site is environmentally clean		0	5		
		Points Earned:		0	Maximum 40		
A. 2.	Strength of Site Control	Site control is evidenced through Ownership of proposed development site via fee simple or ground lease already in place; or		0	10	Up to 10 points may be awarded based on site control evidenced ownership or an esecuted ground lease; or  Up to 5 points may be awarded based on site control evidenced by executed documentation of a future acquisition.	10
		Site control is evidenced through Purchase and Sale Agreement, Option to Buy, Letter of Intent or other documentation of future acquisition		0	5		
		Points Earned:		0	Maximum 10		
A. 3.	Strength of Zoning Compliance	In addition to meeting threshold requirement of zoning in place, applicant has received any special exceptions or zoning variances required		0	5	Applicant provides documentation from the municipality that it has obtained any and all required special exception permits and variances other than construction permits.  Applicant provides documentation from the municipality that it has obtained all site plan approval (i.e. inland/wetland and variances) and/or all permits other than construction permits.	10
		In addition to meeting threshold requirement of zoning in place, if separate town activity, applicant has received site plan approval		0	5		
		Points Earned:		0	Maximum 10		
A. 4.	Funding Commitments	Funding commitments from other sources of funds, including HUD, are firm commitments		0	10	Up to 10 points may be awarded based on evidence that another funder has performed a detailed underwriting review and has made a preliminary commitment to support the development proposal with mortgage loan financing or grand funding (firm commitment). Up to 5 points may be awarded based on evidence that another funder has expressed an interest in providing mortgage loan financing or grant funding (soft commitment).	10
		Funding commitments from other sources of funds, including HUD, are soft commitments		0	5		
		Points Earned:		0	Maximum 10		

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Category		Quality Criteria		Points Awarded	Points Guideline	Explanation of Points Calculation	Maximum Possible Points
B.	Quality, Strength and Capacity of Development Team						55
B. 1.	Applicant/Developer/Project Sponsor	Prior experience as an owner/developer of supportive housing developments of 10 or more units financed together		0	3	Points may be awarded from 1 up to a maximum of 10 points in this category. Consideration will be given to the number of development projects developed (i.e., 5 or more = 3 points, 1-5 = 1 point). Application must be accompanied by a resume describing the relevant years of experience. Consideration will be given to depth and breadth of experience and documented ability to meet project benchmarks. Applicants will be rated based on submitted documentation and will be further ranked on a sliding scale in relation to all other applicants to the RFP.	
		Prior experience as an owner/developer of supportive housing developments of less than 10 units financed together		0	1		
		Prior experience as an owner/developer of low-income multifamily housing developments of 10 or more units financed together		0	1		
		Points Earned:		0	Maximum 5		5
		Demonstrated ability to meet periodic benchmarks in previous or current housing developments of any type with CHFA or DECD financing		0	1	All housing production activity that the applicant is currently engaged in shall be provided including current and previous supportive housing developments. Applicant shall provide list of development projects completed and in the developer's pipeline, the type of project and its status/stage in the development process from pre-development/concept to occupancy for an award of 1 up to a maximum of 10 points.	10
		Demonstrated ability to meet periodic benchmarks in previous or current supportive housing developments with CHFA or DECD financing		0	1		
B. 2.	Social Service Provider	Total number of housing developments completed by applicant within the last 6 years:					
		1 - 3 completed multifamily developments		0	3		
		3 or more completed multifamily developments		0	5		
		Points Earned:		0	Maximum 10		
		Strong credentials for support staff including more than 5 years relevant experience		0		One up to a maximum of 20 points may be awarded. Resumes of key personnel assigned to this proposal and evidence shall be provided to document successful outcomes with the tenant populations. Evidenced by individual resumes. Applicant must describe the relationship between the Property Manager and the Social Service Provider and how the intake, qualifications and approval process for prospective tenants is managed.	20
		Service Provider has experience successfully working with the populations the development is planning to serve in a supportive housing setting		0	10		
B. 3.	Architect	Program Managers and/or Case Managers that will be working on this project have how many years of relevant experience in supportive housing?		0			
		Social Service Provider entity and Property Mangement company have written understanding of respective roles and responsibilities in proposed development		0	10		
		Points Earned:		0	Maximum 20		
		Architect for the proposed development has relevant experience in the design and development of supportive or low-income multifamily housing with federal or state (CHFA or DECD) funding		0	2	Provide individual resumes of architect(s) working on the proposed development, include years of experience in designing affordable / supportive / multifamily housing. One up to a maximum of 5 points may be awarded based on years and number of projects (i.e., 2 points for 10 or more years, 2 points for 5 or more projects). One point will be awarded for the use of the stipulated sum contract.	5
		Architect for the proposed development has relevant experience in the design and development of multifamily housing with federal or state (CHFA or DECD) funding and has completed more than 5 developments in the past 7 years		0	2		
		Architect typically uses a standard stipulated sum contract between Owner and Architectand will do so for the proposed development project		0	1		
B. 4.	General Contractor	Points Earned:		0	Maximum 5		
		General Contractor entity has completed 3 or more multifamily housing development projects with federal government or state (CHFA or DECD) financing		0	3	General Contractor entity shall provide resumes of principals and evidence of relevant multifamily housing development experience, including experience with federal and/or state government financing requirements. One up to a maximum of 5 points may be awarded.	5
		General Contractor entity typically uses a standard guaranteed maximum price contract and will do so in proposed development		0	1		
		General Contractor entity has demonstrated ability to meet periodic benchmarks in previous or current housing developments with CHFA or DECD financing		0	1		
		Points Earned:		0	Maximum 5		
B. 5.	Property Management Company	Currently manages supportive housing development(s)		0	4	Provide company profile including listing of organization staff including resumes, experience and professional designations, as well as listing of currently managed properties including their size and funding sources. One up to a maximum of 10 points may be awarded.	10
		Has previous experience and training with specialized courses in management of low-income and/or supportive housing		0	2		
		Has a written understanding with the proposed development's Social Service Provider as to respective roles and scopes of responsibilities		0	4		
		Points Earned:		0	Maximum 10		

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Category		Quality Criteria		Points Awarded	Points Guideline	Explanation of Points Calculation	Maximum Possible Points
C.	Service Plan Characteristics						105
C. 1.	Connections to Mainstream Resources and Access to Natural Supports	Service Plan provides access to employment and training services including job readiness programs		0		One up to a maximum of 25 points may be awarded based on evidence in Service Plan.	
		Service Plan provides access to transportation		0			
		Development is transit-oriented meaning it is located within one-half mile of a train station or one-quarter mile of other transportation facilities		0			
		Service Plan provides access to federal and state entitlement programs		0			
		Service Plan provides access to primary care		0			
		Service Plan provides access to education services		0			
		Service Plan provides access to a variety of natural supports including family, peers, and / or other supports including tenant, social, or faith-based communities		0			
		Points Earned:		0	Maximum 25	25	
C. 2.	Relapse Prevention and Discharge	Service Plan discusses interventions		0		One up to a maximum of 8 points may be awarded if Service Plan articulates strategies for relapse prevention and management and provides connections to treatment that will be developed to support these goals.	
		Service Plan provides access to substance abuse treatment		0			
		Service Plan provides access to 12-step programs		0			
		Service Plan discusses circumstances that would result in a client being discharged from		0			
		Points Earned:		0	Maximum 8	8	
C. 3.	Case Load	Case manager serves the preferred caseload of 5-8 families or 7-15 adults				Up to 2 points will be awarded for serving the preferred caseload. 5 points will be <b>subtracted</b> for a higher case load.	
				Points Earned:			
C. 4.	Service to Young Adults With Special Needs Age 18-23 OR	Project serves young adults who are homeless or transitioning from youth systems such as foster care or residential programs		0		One up to a maximum of 10 points may be awarded based on evidence in proposal and prior experience working with this population. Definition of Young Adults with Special Needs can be found at Appendix A of the RFP.	
		Project serves current and/or former DCF Families		0			
				Points Earned:		0	Maximum 10
C. 5.	Service to Chronically Homeless OR	Proposed development serves those who have been identified as chronically homeless		0		One up to a maximum of 10 points may be awarded based on evidence in proposal. Capacity to serve this population will be determined by the Interagency Committee based on review of resume(s), service plan, and prior experience of the Social Service Provider. Definition of chronically homeless can be found at Appendix A of the RFP. All clients identified through outreach and engagement must be verified as eligible by DMHAS / DOC / DCF / CSSD.	
		Service Provider entity outreaches to homeless shelters for referrals		0			
		Service Provider entity accesses homeless outreach teams or outreach and engagement teams for referrals		0			
		Service Provider entity identifies other programs for which it will obtain referrals for potentially eligible participants		0			
				Points Earned:		0	Maximum 10
C. 6.	Service to Community-Supervised Offenders	Service Provider articulates plan to work with DOC and / or CSSD to identify adults with special needs who are supervised by the Executive or Judicial Branch		0		One up to a maximum of 10 points may be awarded based on evidence provided in the Service Provider entity letter of intent and Service Plan.	
		Service Plan addresses needs specific to persons with mental health and/or substance abuse issues who are community-supervised offenders and who are homeless or at risk of homelessness		0			
				Points Earned:			
C. 7.	Quality of Service Plan	Proposed development demonstrates understanding of the needs of the target population		0		One up to a maximum of 40 points may be awarded based on evidence in the Service Plan that clearly articulates the needs of the target population, services to be provided at the option of the tenant, and the roles and responsibilities of the Service Provider entity staff. Additional consideration will be given to those Service Plans that are supported by budgets of less than \$9,500 per person or family per year.	
		Service Provider entity articulates service structure and roles of team members		0			
		Service Provider entity demonstrates clear relationship between the types of supportive services provided and the needs of the population		0			
		Resumes and/or job descriptions of Service Provider entity staff including organizational chart and supervisory member(s) are included in the Service Plan		0			
		Support services budget is realistic and does not exceed, or is presented as less than, \$9,500 per individual or family per year		0			
				Points Earned:		0	Maximum 40

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Category		Quality Criteria		Points Awarded	Points Guideline	Explanation of Points Calculation	Maximum Possible Points
D.	Financial & Site Feasibility						120
D. 1.	Cost Effectiveness (Capital)	Provides evidence of reasonableness of site acquisition cost		0	10	One up to a maximum of 10 points may be awarded. Documentation may include appraisal and/or comparable market analysis for the subject property.	
		Soft costs		0	5	Up to a maximum of 5 points may be awarded. Cost efficient designs and reasonable soft costs, such as developer's fees and other professional fees are strongly encouraged. Points will be awarded to the top three projects per classification with the lowest percentage of Soft Costs.	
		Hard costs		0	50	Up to a maximum of 50 points may be awarded based on the proximity of per square foot costs to CHFA's standard for relative cost. Each project is evaluated on a SF basis separately and apart from all other projects within a competitive funding round; each project is ranked in a competitive funding round, to determine placement in the round. Applicants are ranked in descending order by their percentage deviation from CHFA's evaluation. If applicants are ≤ 4.00% of the deviation, they receive 50 points. If applicants are > 4.00% and ≤ 7.00% of the deviation, they receive 37.5 points. If applicants are > 7.00% and ≤10.00% of the deviation, they receive 25 points. If applicants fall outside of 10% of the deviation, 2.5 points is subtracted, per percentage point deviation, from 25 points, until zero is reached. See Appendix F for detailed explanation.	
		Operating expenses		0	5	One up to a maximum of 5 points may be awarded based on the submitted CHFA Form HM-61 Operating Proforma and accompanying budget assumptions found in the CHFA/DECD Common Application. Consideration will be given to the operating reserve required with points awarded for 5% or less of TDC required for an operating reserve.	
		Points Earned:			0	Maximum 70	
D. 2.	Leverage - Amount of Capital, Operating (Rental) Subsidy and/or Service Subsidy Funds requested versus total amount of funding secured	Total Development Resources	-			Applicant will receive a prorated portion of the 25 points available for (a) each 1% TDR that comes from <b>firm</b> private or public funding sources and <b>third party CPA verified</b> owner's equity; and/or (b) operating subsidies with <b>firm</b> commitment evidenced by a letter from a local housing authority or HUD and/or (c) service subsidy to the extent the Qualified Service Provider's request is less than \$9,500 per person per year.	25
		Permanent Supportive Housing Initiative Capital Funds Requested	-				
		Other Public Funds	-			<b>Public Funds: Federal, State, and Local monies loaned or granted to the project evidenced by commitment letter submitted.</b> <b>Owner's Equity:</b> Monies put into the project by the developer/owner evidenced by letter from third party CPA.	
Private Funds	-						
		Owner's Equity	-				
		(Private + Owner's Equity + Other Public Funds)/TDR	#DIV/0!				
		Points Earned:		#DIV/0!	Maximum 25		
D. 3.	Site Acquisition and/or Proposed Development	Proposed development is a result of effective searching for cost efficiencies, i.e., modular housing, siting in less expensive areas or neighborhoods, etc.		0	5	Up to 5 points may be awarded based on identifying and instituting cost efficiencies in the site acquisition and/or development process. Evidence by appraisal and/or market survey of properties in the proposed development's locale.	
		Proposed development is suitable for the population to be served and is appropriate to the site and the needs of the community.		0	20		
				Points Earned:		0	
Total Points							350

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Section		Points Earned	Points Possible
A.	Readiness to Proceed	0	70
B.	Quality, Strength and Capacity of Development Team	0	55
C.	Service Plan Characteristics	0	105
D.	Financial & Site Feasibility	#DIV/0!	120
Total:		#DIV/0!	350

Points Possible Distribution

